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Structure / Subtitles: The text should be divided into logical sections denoted by a main heading in bold followed by a sub-heading in Italics. An example is shown below:

- Main heading: MATERIALS & EQUIPMENT (bold)
- Sub-heading: Artificial ageing (bold)

Text: When submitting an article describing a scientific research project, please include all sections that are listed below in the given order into your text:
(1) Introduction (including description of problem) / (2) Background (scientific background with references, scientific objectives and research purpose) / (3) Experimental (Materials, Methods) / (4)
Results / (5) Discussion / (6) Conclusion. The editors reserve the right to reject articles that do not follow this structure.

References within the text: When presenting data pertaining to categories listed below, please include full detailed information in the following manners:

- **Analytical techniques / standards:**
  “Artificial ageing was carried out in a programmable oven (Heraeus HC 0020) … Samples were light aged in a Xenon-test chamber (Alpha High Energy-LM-W, Atlas MTT GmbH, Xenochrome 320 filter system, spectral energy distribution 320–800 nm) in accordance with the standard ISO 105-B02-1978 (E).

- **Units of Measurement:**
  Please apply units meeting the International System of Units (SI).

- **Institutes:**
  “…research was carried out at the Library of Congress (Washington, U.S.A.), and the Rijksmuseum (Amsterdam, The Netherlands)…”

- **Materials and & equipment:**
  “… applying Methylcellulose (MC 3000, Aqualon) on the suction table (Belo, Restaurierungsgeräte GmBH)…” (please include all suppliers addresses in the materials & equipment list at the end of the text)

- **Literature:**
  References should always be cited in the body of the text. Please include the author’s last name, year of publication and the page numbers, (surname, year: page), as in the following: Degradation products were analysed (Schwarz 1998: 31).

  Two authors should be referred to as (Schweidler and Johnson 1975: 35) and three and more authors as: (Müller et al. 1999: 15).

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